

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	JOB ORDER NUMBER	APPROV. FY
QSS Group, Inc.	NAS5- 99124 TASK NO. 384 AMENDMENT	429-288-11-22-89	01

TASK TITLE: (NTE 80 characters; include Project name)

Advanced Technology Microwave Sounder (ATMS) Services

APPROVALS: (Type or print name and sign)

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)

Sergey Krimchansky	DATE 3/18/00	ORG CODE 740	MAIL CODE 480	PHONE 301-286-9843
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BRANCH HEAD

Ray Taylor

DATE 9/18/00	CODE 429	PHONE 301-286-1271
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CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)

Robert S. Lebak

DATE 9/21/00	CODE 560	PHONE 301-286-6588
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FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE

CONTRACTING OFFICER'S QUALITY REP.

DESIGNATED FAM:

(IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)

[X] NO [] YES

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.

(To be completed by Contracting Officer)

C.O. Requested Quote on:
Date:

Contractor will develop specification or statement of work under this task for a future procurement. [X] NO [] YES

Flight hardware will be shipped to GSFC for testing prior to final delivery. [] NO [] YES [X] N/A

Government Furnished Property/Facilities: [] NO [X] YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)

Onsite Performance: [] NO [X] YES If yes: [X] TOTAL [] PARTIAL
If partial, indicate onsite work in SOW by asterisk (*)

Surveillance Plan Attached: [X] NO [] YES

Highlighted Contract Clauses: (to be completed by Contracting Officer)

The effective date of this task order is the date of the Contracting Officer's signature below.

INCENTIVE FEE STRUCTURE (check one)

(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)

	X No. 1	No. 2	No. 3	No. 4	No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 333,324

The target fee of this task order is \$ 21,666

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 354,990

The maximum fee is \$ 31,666

The minimum fee is \$0.

AUTHORIZED SIGNATURE:

THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"

SIGNATURE OF CONTRACTING OFFICER

DATE

ELIZABETH J. AUSTIN
CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE:

AUTHORIZED SIGNATURE

DATE

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QSS Group, Inc.

NAS5-

99124

TASK NO.

384

AMENDMENT

Applicable paragraphs from contract Statement of Work:

STATEMENT OF WORK: (Continue on blank paper if additional space is required)*Anticipated start date: January 1, 2001*

The contractor shall provide technical and programmatic oversight of the Advanced Technology Microwave Sounder (ATMS) prime contractor:

1. Assess and technically review the instrument design to insure implementation according to the contract requirements and CDRLs.
2. Provide bi-weekly surveillance of schedule and technical milestones at the prime contractor's (and its major subcontractors) plant(s) and identify critical path items to the ATMS Instrument Manager.
3. Review ATMS prime contractor's weekly reports, monthly reports, quarterly reports, subsystem CDRs and final CDR and provide conclusions to the ATMS Instrument Manager.

PERFORMANCE SPECIFICATIONS:

Reports and Documents: Technical performance will be based on thoroughness and completeness of written reports. Acceptable performance is that the ATR is satisfied that the material reflects the proper level of technical expertise and meets the objectives of the activity. Reports shall be delivered to the ATR both as a hard copy and in MS Word format via either diskette or email.

Technical Progress Report: Acceptable performance is that the ATR is satisfied that he is being kept informed of the status of work performed and of issues requiring his attention. Report to include: (1) summary of monthly progress; (2) plans for next month; (3) problems; (4) issues; and (5) resolution of problems/issues.

Management: Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

APPLICABLE DOCUMENTS:

None.

TASK END DATE: 12/31/01**MILESTONES/DELIVERABLES AND DATES:**

Written reports documenting the results of the above surveillance and reviews:

WBS Diagram and Task Description (Prime Contract CDRL 009) -- due 3 weeks after WBS delivered

Engineering Development Unit CDR (Prime Contract CDRL 008) -- due 3 weeks after CDR

Technical Progress Report -- due monthly, 15th of the month

PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of the deliverables/milestones

Technical: ATR's acceptance of the above

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Sergey Krimchansky, building 6, room S224